

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
May 18, 2023**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, May 18, 2023, in the Dale H. Ross Board Room with Crain, Gibson, Johnson, Reger (7:06 pm), Reynolds and Thorbs-Weber in attendance. Mitchell-Conway, Myers, and Torres III were excused. Director Schofer and Adult Services Manager Klein-Hewett were also in attendance.

Call to Order: President Reynolds called the meeting to order at 7: 02 p.m.

Consent Agenda:

Moved by Thorbs-Weber, seconded by Gibson, to approve the consent agenda as follows:

1. Resolution approving donations
 - a. Fern Kupfer (Book Club donations in memory of Jane Zaring) ... \$150.00
2. Motion approving minutes of the regular meeting April 20, 2023
3. Motion approving payment of claims 4/1/23 – 4/30/23

**Vote on Motion: 5-0 (Mitchell-Conway, Myers, Reger, and Torres III excused).
Approved unanimously. Resolution No. 2023-L013 adopted.**

Public Forum: None

Activity Reports:

Assistant City Manager: Schildroth was unable to attend but provided a written report that Schofer read to the Board.

- The Council Workshop this past Tuesday, May 16th was an update on garbage collection and the Waste to Energy (WTE) study. Council provided direction on
 - solving issues with construction and demolition debris disposal
 - developing a closer partnership with Metro Waste Authority
 - piloting a drop-off recycling program
 - determining next steps with garbage collection
- This Saturday, May 20th, is the Mayor's annual bike ride. The ride is about a 9-mile loop that starts and ends at City Hall. Bicyclists of all ages and experience levels are welcome to participate. This event is free and there's no pre-registration necessary. Meet in the west parking lot at City Hall at 9:00 a.m.
- Just a reminder that Tuesday, June 6th, is the next Community Conversation. Scott Raecker will be presenting on Civility in Conversations. The event will be held in the Library auditorium from 6:30 p.m. – 8:30 p.m. and is open and free to the public. It will also be live-streamed on the City YouTube channel.
- The Assistant City Manager position closing date will be extended by two weeks to Friday, June 2nd.

Reger arrived at 7:06 p.m.

Administrative Staff Report: Schofer gave a report to the Board.

- National Library Week was April 23-29. The Mayor made a proclamation at the City Council Meeting Tuesday, April 25. There was also a Novel Idea Scavenger Hunt for the public to participate in.
- There have been some relatively serious Person In Charge (PIC) incidents recently. We are lucky to have a very thoughtful and capable PIC team that consults with each other and collectively reviews and discusses situations we encounter. One of the incidents resulted in conversations about the PIC team receiving Narcan training. Another incident resulted in Schofer discussing the situation with Acting Police Chief Tuttle. Schofer did share out with broader staff as the key takeaways were: that we as APL staff collectively, need to build on our skills and be open in having conversations around allyship, and challenging situations, best practices in interacting with the police, and even possibly how best to interject if something escalates to a concerning level. If we don't talk about it, we run the risk of normalizing unsettling situations. Staff needed to know that we can have difficult conversations and that we will listen and follow up.
- The Managers and DEI Team are taking a Library Journal 3-part course Antiracism 201: Digging Deeper in Antiracist Library Cultures.
- Staff are gearing up for summer with bookmobile outreach, storytimes in parks, Terrific Tuesday's special performers, summer meals, and the summer reading program. The summer interns have started, Summer Youth Volunteer applications are open, and staff are visiting schools to promote and share the summer reading program information.
- The summer reading program will run June 1 to August 22. Participants can track reading for babies-adults on paper tracking forms or using an app. They will get small progress prizes and chances to win larger gift basket raffle prizes.
- Summer meals begin June 5th. A free lunch is provided from 11:30 a.m. -12:30 p.m., Monday-Friday, to all youth 18 years and younger in the auditorium. Adults accompanying youth may purchase a meal for \$3.50.
- Juneteenth is the oldest national commemoration of the ending of slavery in the United States and is observed by celebrating African-American culture. On June 19, 1865, Union General Gordon Granger arrived in Galveston Bay, Texas, and publicly read the Emancipation Proclamation, marking the final Confederate state in which the Emancipation Proclamation was announced and enforced. Ames NAACP, The City of Ames Parks and Recreation Department, Ames Police Department, Ames Public Library, and Ames Human Relations Commission, together with numerous other community organizations and businesses, are participating in a Juneteenth celebration June 16-17.
 - Friday, June 16th from 4:00 p.m. – 5:00 p.m. in the library auditorium, Louisa Jaggard, author of *Sprouting Wings: The True Story of James Herman Banning, the First African American Pilot to Fly Across the United States*, will share stories she learned as she researched James Herman Banning's time as an electrical engineering student and aviator in Ames, Iowa. Learn where he and fellow African Americans lived, how his community helped him build a plane, and more!
 - Friday, June 16th, 8:00 p.m. – 10:30 p.m. the library is sponsoring the movie *Black Panther 2: Wakanda Forever* at Roosevelt Park.

- Saturday, June 17th, beginning at 12:00 p.m. enjoy a free celebration of African American culture featuring a variety of activities, live entertainment, food vendors and trucks, arts and crafts, games, and more at Bandshell Park. There will be a performance of The Greatest Story Never Told, a play about James Herman Banning, at 2:30 p.m. Visit the Bookmobile during the event to check out items and enjoy a family activity. We'll be giving away 100 signed copies of Louisa Jagger's children's book, Sprouting Wings: The True Story of James Herman Banning, before the play.
- This year's Legislative session ended with the elimination of several levies including the Library Levy. Ames has not used this special levy, but other libraries do and may feel that impact. Schofer believes the impact we would likely see to budgets next year (FY25) would be due to limits placed on growth in taxable value that effect the City's General Fund that the library falls under. Schofer sent an email with a link to the Iowa Library Associations latest update and analyses of HF 718 Tax reform agreement from the Iowa League of Cities to all Board members.

APLFF Report: No representatives were at the meeting to share a report.

Trustee Committee Appointments: Reynolds made the following appointments to standing committees:

- APLFF: Deb Gibson, Carolyn Myers
- Art: Ianka Mitchell-Conway, Victor Torres III
- Budget & Finance: Matt Crain, Richard Johnson
- Director Evaluation: Richard Johnson, Rick Reger, Kate Reynolds
- Nominating: Rick Reger, Brenda Thorbs-Weber

Board Education:

Adult Services Manager Klein-Hewett introduced herself and gave a presentation about Strengthsfinder. Results from StrengthsFinder are used within the work groups, for internal team building, and in annual reviews. The Board is to complete the Strengthsfinder activity and send results to Johannes for use in part two of this Board Education in June.

Policy Review:

Collections Policy: This policy was brought to the Board last month for discussion. The Selectors Team and managers reviewed the policy and found it is very thoughtful in wording. The only change recommended is adding links to other policies.

Moved by Johnson, seconded by Reger, to approve the revisions to the Collections Policy as presented.

Vote on Motion: 5-0 (Reynolds abstained; Mitchell-Conway, Myers, and Torres III excused). Approved unanimously. Resolution No. 2023-L014 adopted.

Confidentiality and Library User Records Policy: Schofer introduced the policy. The Board discussed the policy. This policy will be brought back next month for action after being reviewed by the Customer Account Services staff and managers.

New Business:

FY24 APL-APLFF MOU: A Memorandum of Understanding (MOU) between the Ames Public Library Board of Trustees and the Ames Public Library Friends Foundation (APLFF) is needed for the next fiscal year. The purpose of the MOU is to provide the library with compensation for the time dedicated by library staff toward APLFF activities and for APLFF's use of library facilities.

Moved by Crain, seconded by Johnson, to approve the annual Memorandum of Understanding between the Ames Public Library Board of Trustees and the Ames Public Library Friends Foundation as presented.

Vote on Motion: 5-0 (Reynolds abstained; Mitchell-Conway, Myers, and Torres III excused). Approved unanimously. Resolution No. 2023-L015 adopted.

Trustee Comments:

- Thorbs-Weber – thanked Klein-Hewett for the information on selections and Strengthsfinder.
- Gibson – can't believe all the stuff that goes on in the library. The PIC Team, selectors, and everything that goes on behind the scenes. She is amazed at everything.
- Johnson – glad to be here, happy spring everyone, he's glad things are warming up. As always, he appreciates everything that goes on here at the library.
- Reynolds – also appreciates all the things the library does
- Reger – impressed with all the work that goes on, and desire of everyone on the board to help the library. It is being led well.
- Crain – thanks for sharing information and updates on things that go on in the library.

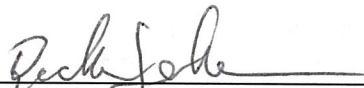
Adjournment:

Moved by Thorbs-Weber, seconded by Gibson, to adjourn at 8:28 p.m.

Vote on Motion: 5-0 (Reynolds abstained; Mitchell-Conway, Myers, and Torres III excused). Approved unanimously.

The next regular meeting will be on Thursday, June 15, 2023, at 7:00 p.m. in the Dale H. Ross Board Room.


Melissa Johannes, Library Secretary


Richard Johnson, Board Secretary